



UK SPORTS ASSOCIATION
FOR PEOPLE WITH LEARNING DISABILITY

UK CLASSIFICATION

Application Form, Eligibility Criteria
& Guidance Notes

For athletes with learning disability competing in the UK only

APPROVED 22 JULY 2009
JULY 2011 version



UK Classification Application to compete as an athlete with a learning disability in the UK only



COMPLETE IN FULL AND IN BLOCK CAPITALS

Athlete's Last Name	
Athlete's First Name(s)	

Attach
2 coloured
identical passport
sized
photographs

Main Sport	
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Contact Details	Address	Postcode	
	Daytime Tel.	Evening Tel.	
	Mobile Number		
	Email address		

Date of Birth	
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Gender (tick)	Male	Female
	<input type="checkbox"/>	<input type="checkbox"/>

Parent/Guardian Name			
Contact Details	Address	Postcode	
	Daytime Tel.	Evening Tel.	
	Mobile Number		
	Email address		
Relationship to Athlete			

Athletes Advocate <small>(if different to parent/guardian)</small>			
Contact Details	Address	Postcode	
	Daytime Tel.	Evening Tel.	
	Mobile Number		
	Email address		
Relationship to Athlete			

Data Protection Statement	I understand that the Sports Governing Body, Home Country Association, UK Sports Association for People with Learning Disability and other appropriate bodies will keep, use and store this information to confirm my eligibility as an athlete with learning disability to compete in events in the UK.	
Athletes Signature <small>(All Athletes must sign)</small>		Date
Parent/Guardian/Advocate Signature too if under 18 or if deemed appropriate		Date

EVIDENCE ATHLETE MEETS ELIGIBILITY CRITERIA

Athletes Name		Date of Birth	
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CRITERIA 1: IQ –

Significantly impaired intellectual functioning determined by an IQ score that is 75 or lower

Full Scale IQ Score		Name of Test carried out	
Date of Test		Name of Person who carried out IQ Test ?	
Full Qualifications of Person who carried out IQ Test, including HPC number and period of registration.			
If new test carried out, signature of Person who Carried out Test (including SON-R)	<p>I certify that I am properly authorised and qualified to carry out this form of IQ testing, that assessments were carried out to recognised professional standards and the report indicates a true and accurate record of the results obtained.</p> <p>Signed: _____ Print _____</p> <p>Contact telephone in case of query _____</p>		
Evidence to attach	Report, results, with scores, signature, date and venue. If new test, ensure originals, including original signatures sent. For pre-existing papers – copies are acceptable		

CRITERIA 2: Adaptive Behaviour or Social Adaptation (either A or B must apply)

A) Adaptive Behaviour

Name of Test Administered			
Who carried out Test?		Date of Test	
Full Qualifications of Person who carried out Test, including HPC no.			
If new test carried out, signature of Person who Carried out Test	<p>I certify that I am properly authorised and qualified to carry out this form of IQ testing, that assessments were carried out to recognised professional standards and the report indicates a true and accurate record of the results obtained.</p> <p>Signed: _____ Print _____</p> <p>Contact telephone in case of query _____</p>		
Evidence to attach	Full original test results, scores with narrative, original signature, date & contact details		

B) Social Adaptation

Two Areas of Social Adaptation

Evidence to attach

Two Attached ✓

Special Education	Full copy of Statement of Educational Needs, or equivalent including appendixes - See 2.3.2 (A)	
Special Accommodation	Letter from statutory accommodation provider – See 2.3.2 (b) to see acceptable format.	
Special Employment	Letter from Employer – see 2.3.2 (c) for acceptable format.	
Statutory Financial Support	Disability Living Allowance, Attendance or Carers Allowance, or equivalents See 2.3.2 (d) (send all pages in letter please)	

CRITERIA 3:

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Age of Onset Pre-18 – Being diagnosed with Intellectual Disability pre 18 yrs

One Attached

Evidence – <u>one</u> of the following only	Full statement of Educational Needs or equivalent, including appendixes referring to intellectual disability and carried out pre 18 years	
	IQ assessment carried out pre age 18 (may be inadmissible for IQ because assessment too old, but could be used in this area)	
	Letter from GP or HPC Registered Psychologist, in correct format, with explicit statement and referring to all the matters outlined in Guide point 2.3.3.	
	Contra Indicator – contact UKSA for advice	

DECLARATIONS AND SIGNATURES

1. Parent/Legal Guardian or Head Teacher: I have submitted documents, statements, assessments and reports for this athlete's classification application to be considered and confirm that they are a true and accurate record of assessments carried out and services being received.

Signed: _____ Name _____ Date _____
(Parent/Legal Guardian or Head Teacher)

Qualifications _____ Job Title or relationship to athlete _____
(if appropriate)

Address _____ Postcode _____

Tel (day) _____ Email _____

2. HPC Registered Psychologist: In my capacity as a professional with expertise in assessment/diagnosis of intellectual disability, I certify that the above named athlete is a person with intellectual disability as defined by internationally recognised standards (e.g., World Health Organization, American Association on Mental Retardation and International Association for the Scientific Study of Intellectual Disability). My statement is based on assessment results that show the athlete meets the criteria and I have attached all appropriate reports and papers, including full test results, scores, full narrative and summary of the assessment results.

Signed: _____ Name _____ Date _____

Qualifications _____ HPC Registration No. _____
HPC Registered Psychologist only - need only sign if provided new assessments or reviewed this application)

HPC Status _____ Registration Period _____

Address _____ Postcode _____

Tel (day) _____ Email _____

3. Home Country Association/NGB Nominated Signatory (*must be completed for each application*)

In my capacity as a professional representing the athlete's Home Country Association/NGB or member of the UK Sports Association for People with Learning Disability, and individual responsible for collating, preparing and completing the application form for UK Classification applications, I confirm that the application has been completed in full and all relevant evidence as requested in the form and guidance notes has been attached in full. I endorse this application and confirm that to the best of my knowledge this is an accurate reflection of the tests carried out and/or special services being received by this athlete. I have completed and attached the checklist.

Signed: _____ Name _____ Date _____

Qualifications _____ Home Country or NGB _____

Address _____ Postcode _____

Tel (day) _____ Email _____

Thank you for completing this UK Classification Application.

Where to send this completed form:

Please send your completed application and all documents, photos and application fee to your NGB or Home Country Association. See contacts on Page 10 of the UKSA Guidance Notes, or log onto www.uksportsassociation.org

For NGB/Home Country Associations:

Once you have checked and endorsed this athlete's application, please send to UKSA including the fully completed UK Classification checklist.

Please clearly indicate any closing date and name of Event at which athlete is seeking entry.

Deadline:

All applications should reach UKSA at least 4 weeks prior to the closing date of any competition in which the athlete wishes to compete. Application is no guarantee of classification.

For Cricket:

Please see additional guidance note for deadlines.

Fees:

See page 8 and 9 of UKSA Guidance Notes.

UK CLASSIFICATION CHECKLIST

For athletes with learning disability competing in the UK only. **Home Country/NGB/NDSO** - please complete to ensure all evidence attached and form complete. Attach this to front of all classification applications
(Please keep a copy of application for your records).

Athlete Name		Date of Birth	
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Section	Specific Details	Evidence Attached	✓	UKSA Office use only	
Athletes Details	Name	Completed form			
	Sport	Completed form			
	Full Contact Details	Completed form			
	Date of Birth	Passport or Birth Certificate only			
Parent/Guardian Details	Name	Completed form			
	Full contact details	Completed form			
	Relationship to Athlete	Completed form			
Athletes Advocate	Name	Completed form			
	Full Contact Details	Completed form			
Data Protection	Athletes Signature & Date	Completed form			
	Parent/Guardian/Advocate Signature & Date	Completed form			
Eligibility Criteria 1	IQ test & results	Full report with test results with FS scores, original signature, date & venue			
	Professional Signature & HPC information on Form	Completed form			
Eligibility Criteria 2 Adaptive Behaviour OR Social Adaptation	Adaptive Behaviour (if this is used there is no need to complete social adaptation)	Full report (original) with test results and scores with report with original signature, date and contact details			
	Professional Declaration complete	Completed form			
	Social Adaptation (2 areas) (if this is used no need to complete social adaptation)	Special Education: Full copy of SEN including appendixes			
		Special Accommodation: letter from statutory accommodation provider (see 2.3.2 (b)).			
		Special Employment: letter from employer (see 2.3.2 (c))			
Statutory Financial Support – Photocopy indicating current receipt of benefit. All pages & up to date letter (see 2.3.2 (d))					
Eligibility Criteria 3	Age of Onset Pre 18 years	One piece of evidence from list on page 4 of application form.			
Declarations & Signatories	Parent/Legal Guardian and/or Head Teacher Signature (must)	Completed form			
	Psychologist Signatory (if approp) & HPC registration details	Completed form			
	Home Country Association/ NGB Nominated Signatory (must)	Completed form			
Other	2 x coloured identical passport photos, with name on back	Attached			
	Cheque for application fee.	Attached			

Check completed by : _____ Date: _____ SDS/WSA/DSNI/MSport/NGB

UK Sports Association For People with Learning Disability (UKSA)

Eligibility Criteria and Guidance notes for athletes with learning disability competing in the UK only and seeking classification.

1. Introduction

- 1.1 To compete as an athlete with a learning disability in some competitions in the UK it is necessary to apply for a UK Classification.
- 1.2 There are two types of classification for athletes with a learning disability - UK and International. This application is for UK classification and only allows an athlete to compete up to an English, Irish, Scottish or Welsh level. As an athlete progresses in sport they may need to apply for an International classification. This is called "International or INAS Classification". The international classification allows athletes to compete at all levels in the UK, at INAS international events as well as some IPC or International Governing Body events.
- 1.3 Classification applications for athletes from the UK are managed and assessed by the UK Sports Association for People with a Learning Disability (UKSA).
- 1.4 Not all events in the UK require classification so check the event entry forms carefully. If in doubt speak with UKSA, your NGB or Home Country Association before you start the process. (See page 9)
- 1.5 The UK Classification system has been agreed by The UK Sports Association for People with Learning Disability, Scottish Disability Sport, Welsh Sports Association for People with Learning Disability, Mencap Sport in England and Disability Sports NI. Additionally, it has been adopted by a number of National Sports Governing Bodies.
- 1.6 **UK Classification does not replace the INAS (international) process. Being granted a UK Classification is no guarantee that INAS will grant an international classification if applied for at a later stage.**
- 1.7 This is a new UK Classification form. It is the only UK form that will be accepted by UKSA and for events in the UK from 1st January 2009.

2. Eligibility Criteria

- 2.1 The new UK Classification system has been re-designed so that it follows more closely the primary eligibility criteria of the international (INAS) system.
- 2.2 The diagnostic criteria for intellectual disability used by INAS, the IPC and UKSA for eligibility, are consistent with those of the World Health Organisation (WHO, ICD-10 and ICF, 2001) and the American Association on Mental Retardation (AAMR, 2002), and are recognised internationally by professional organisations (International Association for the Scientific Study of Intellectual Disability, American Psychological Association).
- 2.3 To compete as an athlete with a learning disability an athlete must meet all the eligibility criteria. The criteria include the following **requirements** all of which must be met:
 - IQ of 75 or less
 - Significant limitations in Adaptive Behaviour/Social Adaptation
 - Age of Onset pre 18 yearsPlus any minimum age requirements for that particular sport

2.3.1 IQ of 75 or less - Significant impairment in intellectual functioning as indicated by a full scale IQ score of 75 or lower on an internationally recognised and professionally administered IQ test (eg. Wechsler Intelligence Scale for Children [WISC], Wechsler Intelligence Scale for Adults [WAIS]) or SON-R IQ tests. Please check the UKSA website or with your NGB and/or Home Country Association for a list of approved IQ assessments.

This is the *first* criteria and should be completed and signed, by a person recognised as being qualified to conduct psychometric assessments – a Psychologist who is registered with the Health Professions Council (HPC) or in the case of SON-R by an accredited assessor. You need to include a full copy of the test results, the full scale IQ and narrative. If an IQ figure is present in another pre-existing report, for example Statement of Educational Needs (SEN), include the full report and the assessments attached to that report.

If you do not have IQ information available then it will be necessary for you to attend a classification assessment where you can undertake an IQ test.

Your NGB or Home Country Association may be able to advise you where to undertake an assessment. See page 10 for contacts. There may be a charge for assessments.

2.3.2 Significant limitations in Adaptive Behaviour or evidence of Social Adaptation. - The *second* criteria that of Adapted Behaviour or Social Adaptation. To support evidence of learning disability it is necessary to determine whether the person is coping within society, therefore we have to look for evidence that indicates coping skills are in fact inadequate. Examples of these skills that may be inadequate are: communication, self-care, self-direction, and social/interpersonal skills. Limitations in adaptive behaviour affect both daily life and the ability to respond to life changes and environmental demands

If a formal test of Adaptive Behaviour has been carried out, by a person recognised as being qualified to conduct psychometric assessments, who is registered with the Health Professions Council (HPC), the full original narrative report and scores should be attached. This test eg. Vineland AB Scales or AAMR utilises standardised measures that have been norm-referenced on the general population including people with disabilities. If a test of adaptive behaviour has not been carried out, evidence of “Social Adaptation” should be provided instead.

Social Adaptation can be established by providing evidence of **two** the following:

- a) Special Education; Evidence for this would be a full copy of the persons Statement of Educational Needs, Record of Needs or equivalent and any appendices.
- b) Special Accommodation; Evidence for this would be a letter from the accommodation provider eg. Respite care home. The letter should be an original, on headed notepaper with an original signature from the principal; The letter must include the name of the athlete, date of birth, address and confirmation that special accommodation is being provided and for what duration. Special accommodation must be provided by a statutory provider.
- c) Special Employment: Evidence for this would be a letter from the Employer or Employment provider. The letter should be an original, on headed notepaper with an original signature from the Director or line manager. The letter must include the name of the athlete; date of birth, address and confirmation that special employment is being provided and for what duration.

- d) Statutory Financial support from DHS : eg. Attendance or Carers allowance, Disability Living Allowance or equivalents. You will need to send in full letters and not just the first page. The letter needs to show that you are receiving this financial support now. Send the most up to date letter you have.

2.3.3 Age of Onset Pre 18 - Intellectual disability must be evident during the developmental period, which is from conception to 18 years of age.

This is the *third* criteria. Acceptable evidence is a Statement of Educational Needs or equivalent referring to intellectual disability; any IQ assessment done before age 18 that may be inadmissible for IQ because it is too old, but could be used to prove AO18 or a letter from the persons GP or Psychologist who is registered with the Health Professions Council. Any letter from a GP or Psychologist should include reference to the professionals knowledge of the athlete; their special school, their statement of educational need, any IQ reports conducted whilst under 18 and should also include the athletes name and justification for their statement in support of Age of Onset pre 18. The statement needs to be explicit, refer to the specific documents assessed to aide their conclusion and worded along the lines of "in my professional opinion including my assessment of documents x, y and z [name of athlete] has an intellectual disability that was evident before age of 18"

In exceptional circumstances, the UKSA's reserves the right to accept contra indicators from either professional.

2.3.4 Minimum age requirement for international competition as set by the International sport governing body (e.g. IAAF, FINA, FIBA, ITTF, FIFA, etc);

- 2.4 The evidence needed might mean that some people with learning *difficulties* cannot be classified and do not qualify to take part in learning disability sport. This is because a learning difficulty is different to a learning disability. More information on these terms can be found at www.uksportsassociation.org. In practice this means that it is likely that young people from a MLD special school setting, or those within a MLD unit of a mainstream school, or those with downs syndrome may be eligible. Individuals may have other conditions, such as ADHD; autism; dyslexia; behavioural problems or Asperger's for example. This does not automatically exclude them, however, if these are the only or primary conditions they are unlikely to fulfil the learning disability eligibility requirements.

3. Filling in the Form

- 3.1 Make sure you answer all the questions and where appropriate in block capitals. You will also need to send 2 identical passport size photos. The checklist will need to be completed by the NGB Classification Officer and/or Home Country Association before sending to UKSA.
- 3.2 Once your form has been received, your NGB/Home Country Association will check it and, send it to the UK Sports Association for People with Learning Disability (UKSA).
- 3.3 Keep a photocopy of your form, and all the documents you are sending. Make sure you keep this in a safe place in case there are any queries.

4. Cost

- 4.1 An application fee should accompany each application for classification. Please check with your NGB and/or Home Country Association or UKSA to ensure you send the

correct fee. Cheques should be made payable to "UK Sports Association" and be sent with your application.

4.2 For applications received at UKSA up to and including 31st August 2011, a fee of £5 (athletics, swimming, table tennis) is payable. £35 for Cricket.

4.3 A new fee applies from 1st September 2011. For all applications received at the UKSA office from 1st September 2011, a fee of £35 is payable. Cheques payable to "UK Sports Association".

5. Application deadline

5.1 All applications for UK classifications must reach UKSA **at least 4 weeks before the closing date of any competition** that the athlete wishes to compete at. Any closing date should be clearly indicated to UKSA by the NGB/Home Country Association at the time of submitting an application. Application is not a guarantee that classification will be granted.

5.2 To meet this deadline you should contact your NGB/Home Country Association to see when they need the form to be completed and sent to them.

6. Other Information

6.1 Only applications made on the "July 22 2009" application form will be accepted.

6.2 Application for classification is no guarantee that approval will be given.

6.3 UKSA reserves the right to request additional information to support classification.

6.4 All queries or protests by athletes must be submitted to the NGB/Home Country Association in the first instance and NOT to UKSA.

6.5 NGB's/Home Country Associations have a responsibility to alert UKSA as early as possible to any scheduled competition at which UK classification may be required for athletes.

6.6 If classification is granted, the athlete will be given a UK Classification Card. This card will be sent to the NGB or Home Country Association for distribution as agreed.

6.7 NGB/Home Countries should register their authorised representatives/nominated officer details with UKSA. Only applications containing these signatures will be accepted.

6.8 UK Classifications will be issued in one sport only at present. UKSA reserve the right to introduce multi-sport classifications at a later stage or alter the eligibility criteria in line with international developments. For an admin fee of £10.00 each, additional cards may be issued in other sports or replacement cards if lost or damaged.

6.9 Only applications accompanied by the correct application fee can be considered.

7. Where do I send the form or get more advice?

UKSA Home Country Associations:

Athletes in Wales

Contact Jane Coia

Welsh Sports Association for People with Learning Disability (WSAPLD)

c/o Cwmbran Skills Dev Centre, Scope, Avondale Way, Pontnewydd, Torfaen, Wales NP44 1TS. Tel: 01633 482 848 or 07595 497605. jane.coia@scope.org.uk

Athletes in Scotland

Contact Richard Brickley

Scottish Disability Sport (SDS)/Disability Sport Fife, Fife Sports Institute, Viewfield Rd, Glenrothes, Fife KY6 2RB Tel. 08451 55 55 55 or 0790 437 1160 rcbatcromlix@aol.com

Athletes in England

Contact Di Freeman

Mencap, PO Box 532, Hull HU9 9HQ

Tel: 07521 522398. di.freeman@mencap.org.uk

Athletes in Northern Ireland –

Contact Elaine Reid

Disability Sports Northern Ireland (DSNI), Adelaide House Hawthorn Business Park, Falcon Road, Belfast BT12 6SJ Tel: 028 9038 7062. ereid@dsni.co.uk

National Governing Bodies of Sport (NGB):

Cricket:

All UK applications for players in England and Wales must go through the process established within the England and Wales Cricket Board (ECB). Please see the cricket guidance sheet at www.uksportsassociation.org for details of who to send applications to.

UK Sports Association for People with Learning Disability

Classification for all athletes in the UK is managed and governed by the UK Sports Association for People with Learning Disability (UKSA). UKSA considers all applications for classification from athletes with learning disability across the sports where required, is the body responsible for granting classification under the UK system and the body that endorses and submits applications for all GB athletes to INAS for consideration on the international system. UKSA's contact details are:

Contact Tracey McCillen, Chief Executive

UK Sports Association for People with Learning Disability (UKSA), 1st Floor, 12 City Forum, 250 City Road, London EC1V 2PU Tel: 0207 490 3057 Fax: 0207 251 8861

Email: info@uksportsassociation.org Web: www.uksportsassociation.org